



Job Announcement

<http://mdcourts.gov>

TTY/D use Maryland Relay Service

Opening Date:	December 21, 2012	Closing Date:	Open Until Filled
Job Title:	Quality Assurance Analyst I/II/III/IV	Position Type:	Regular Full Time
PIN:	085655	FLSA Status:	Exempt
Location:	Judicial Information Systems Annapolis, Maryland	Grade/Entry Salary:	T10 - Level I - \$51,245 - \$61,418 T11 - Level II - \$54,668 - \$65,553 T12 - Level III - \$58,330 - \$69,977 T13 - Level IV - \$61,971 - \$74,374 (Depending on Qualifications)
Financial Disclosure:	Yes		

Regular State employees subject to promotion/demotion policy

The Maryland Judiciary has embarked on projects to replace legacy systems with dynamic enterprise solutions of technology and processes. These projects will include the implementation of integrated software and systems support by quality assurance (QA) and formal software testing activities. The complex nature of these project will require the ability to examine current processes and project requirements along with the installation of formal test planning and execution. The essential functions of the Quality Assurance Analyst include, but are not limited to: testing and evaluating software/systems using specification based and/or quality risk analysis; assisting with test planning, design, execution, and analysis of results for validity, clarity and completeness; serving as software testing SME and possessing the ability to contribute to the design, implementation and maintenance of a software testing framework; performing manual test and using knowledge of test automation to perform automated test; performing quality assurance activities including reviews of project documentation and activities and performing all other duties as assigned.

Education: Bachelor's Degree from an accredited college or university in Computer Science, Engineering, Systems Engineering or related field.

Experience: **Level I** - One year of test experience.

Level II - Two years of test experience and some quality assurance experience.

Level III - Three years test experience and test automation experience. More test/technical path.
or
Three years test and quality assurance experience. More process improvement path.

Level IV - Four years of test and quality assurance experience. One year lead experience (mentor, training staff).

Preferred: CSTE, CSPE, CSQA, CTFL, Six Sigma certification.

NOTE: Additional related work experience as specified above may be substituted for the education requirement on a year for year basis for up to four years of the required education.

Skills/Abilities: Knowledge of quality assurance including software testing lifecycle and methodologies. Knowledge of testing concepts and techniques. Knowledge of quality assurance concepts including documentation review, evaluation of processes and work products against quality criteria. Ability to understand technology changes, propose ideas for improving quality and suggest process improvements. Ability to work across multiple disciplines, flexible, and can adapt to changing priorities, changing complex information technology, demands and requests. Ability to review and analyze input artifacts such as requirements/design documents for the purpose of assisting in the preparation of test plans and test design specifications. Ability to develop test cases and test procedures/scripts. Ability to execute manual test cases procedures, scripts and verification that test results match expected results. Ability to track and monitor defects, including documenting of defects found during test execution. Ability to prepare a test summary describing the results of testing. Ability to coordinate user acceptance testing with business users, project teams and contractors. Ability to work independently, but also work well in a team environment and to support the development of a strong and cohesive quality group. Ability to examine project phase processes and documentation against quality criteria and report results/risks. Ability to communicate effectively, both verbally and in writing. Ability to interact with staff and senior management. Ability to perform all essential functions of the position.

Please submit a Maryland Judiciary employment application (unsigned applications will not be accepted) or resume and cover letter stating position title and PIN. The Human Resources Department does not accept faxes and will not be responsible for applications or resumes sent to any other address.

Maryland Judiciary
Human Resources Department
580 Taylor Ave., Bldg. A-1
Annapolis, MD 21401
Email: jobs@mdcourts.gov (Zip files not accepted)

The Maryland Judiciary is a drug free workplace and an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin or disability. Applicants who need accommodation for an interview should request this in advance. The candidate selected for this position will be subject to a background check. Employees must be United States citizens or eligible to work in the United States.